

COUNTY FORUM MEETING NOTE

DATE: Thursday 14th February 2019
TIME: 6.30 pm – 8.30 pm
HOST: Connah's Quay Town Council
VENUE: Town Council Offices, Quay Building, Fron Road, Connah's Quay,
Flintshire, CH5 4PJ

ATTENDANCE

1. Introductions & Apologies

1.1. Present

Flintshire County Council:

- | | |
|---|----------------------------|
| • Chief Executive | Colin Everett |
| • Leader of Flintshire County Council | Aaron Shotton |
| • Chief Officer – Social Services | Neil Ayling |
| • Programme Delivery Manager - Digital Customer and
Community Resilience | Cher Lewney |
| • Highway Network Manager | Barry Wilkinson |
| • Corporate Business and Communications Executive Officer | Karen Armstrong |
| • Corporate Business and Communications Support Officer | Sam Perry - Minutes |

Town and Community Councils:

- Brynford Community Council
- Connah's Quay Town Council
- Halkyn Community Council
- Higher Kinnerton Community Council
- Mold Town Council
- Mostyn Community Council
- Nannerch Community Council
- Queensferry Community Council
- Saltney Town Council
- Sealand Community Council
- Ysceifiog Community Council

Other Representatives:

- Ann Woods, Flintshire Local Voluntary Council (**Item 1F**)

1.2. Apologies

Flintshire County Council:

- Cabinet Member Cllr. Billy Mullin

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- Chief Officer – Streetscene and Transportation
- SPOA Co-ordinator
- Chief Officer – Housing and Assets
- Chief Officer – Governance
- Chief Officer – Planning, Environment and Economy
- Chief Officer – Education and Youth
- Executive Officer

Stephen O Jones (**Item 1E**)
Kate Howard (**Item 1F**)
Neal Cockerton
Gareth Owens
Andrew Farrow
Claire Homard
Joanne Pierce

Town and Community Councils:

- Buckley Town Council – No longer attend any County Forum meetings
- Caerwys Town Council
- Holywell Town Council
- Trelawnyd and Gwaenysgor Community Council

Colin Everett thanked Connah's Quay Town Council for chairing the meeting and providing the venue.

Cllr. Pam Attridge, Chair of Connah's Quay Town Council, opened the meeting, thanked everyone for attending, went through the general housekeeping and fire evacuation procedures for the building and introduced each agenda item.

The minutes of the last meeting held on 23 October 2018 were agreed as a true and accurate record of events. There were no matters arising.

PART ONE

COUNCIL TOPICS

1A. Local Boundary Review

A verbal update on the Local Boundary Review was provided by Colin Everett. Key points included:

- Stage one is now complete. The 12 week consultation period for the Review ended on 30th January 2019.
- An internal member workshop was held in early December to discuss the review proposals and a 'drop in' facility was provided during December for members to prepare their proposals in detail with Officers. A second workshop was held in early January 2019.
- The Council took a report to County Council on 29th January 2019 and their response has been submitted. A copy can be found on the Council's website.
- As part of the Council's response each electoral ward was given a (RAG) status:
 - **Green** – Proposals where there is agreement and it is within a variance of 25% of the proposed County average.

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- **Amber** – Proposals where there is some disagreement but is a ‘favoured’ option and it is within a variance of 25% of the proposed County average.
- **Red** – Proposals where there is no agreement or the proposal is not compliant as it is not within a variation of 25% of the County average.
- Flintshire has largely got a ‘green’ County. There is no need to be overly concerned at the moment.
- Generally, proposals have been well supported.
- Draft proposals for the electoral arrangements will be published in autumn 2019 and there will be a further 12 week consultation period – Stage two.
- A ‘Final Proposals’ report will be submitted to Welsh Government in 2020 for them to consider the proposals put forward.
- The new electoral arrangements will come into force for the 2022 local government elections.

Questions & Answers:

There were no questions raised for this Agenda item.

Actions:

Circulate a copy of the Council Report on the Boundary Review and the Council’s submission if requested by Town and Community Councils.

[Sam Perry to action]

1B. Council Plan 2019/20 Priorities

A presentation around the priorities for the Council Plan 2019/20 was provided by Karen Armstrong. Key points included:

- The Council Plan is a statutory plan published annually.
- Flintshire re-adopts its Plan in early summer every year.
- The Council Plan for 2019/20 is currently being reviewed and updated.
- The Plan is one of a set of corporate plans and aligns well with the Well-being Plan for Flintshire.
- The Council Plan has previously been focused around six themes with a number of in-year priorities aligned to each. These being:
 - Supporting Council
 - Ambitious Council
 - Learning Council
 - Green Council
 - Connected Council
 - Serving Council
- The Plan for 2019/20 will also incorporate an additional theme – Safe and Clean Communities. This new theme will capture services that are very visible e.g.

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Streetscene and regulatory services that have not previously been captured within the Council Plan.

- The following questions were put to Town and Community Councils for their consideration / feedback;
 - Do you recognise the themes and priorities as 'best fit' with your communities' needs and aspirations?
 - Have we excluded any priorities that you feel are critical?

Questions & Answers:

Q. When do you need feedback from Town and Community Councils?

Feedback will be required from Town and Community Councils by the end of March 2019.

Q. What is the timeframe for publication of the Council Plan?

The Plan itself will need to be published by May 2019 with the supporting Measures document to follow in June 2019.

Q. Will modern day slavery be included within the Plan?

Community safety is a big commitment for the Council. This is included within the local 'Community Safety Plan' and PSB priority around Community Safety with a number of joint operations around this being undertaken. This issue is also included within the Police and Crime Commissioner's Plan.

Q. There doesn't appear to be anything around Welsh Language included within the Plan. Should this not be captured and promoted?

This will be considered for appropriate inclusion.

Q. Will highways be captured within the Council Plan for 2019/20?

Yes. This will be captured within the new theme, there is a specific action around this within the 2019/20 Plan.

Actions:

Circulate a copy of the presentation slides to Town and Community Councils following the meeting.

[Sam Perry to action]

Forward any feedback around the draft Council Plan for 2019/20 to Sam Perry / Karen Armstrong by the end of March 2019.

[Town and Community Councils to action]

Flintshire County Council to consider if Welsh Language should be included within the Council Plan or, if the Welsh Language Promotion Strategy (Cabinet 19 March) will be the basis by which Welsh Language is promoted and supported.

[Karen Armstrong to action]

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1C. Community Resilience Update

A copy of the 'Community Resilience Briefing Paper' was circulated to Town and Community Councils in advance of the meeting. A short presentation and an overview of the work and key 'Community Resilience Objectives' was provided by Neil Ayling and Cher Lewney. Key points included:

- Resilient Communities is one of the five priorities of the Flintshire Local Services Board / Well-Being Plan for Flintshire 2017-23.
- It is defined as a measure of the sustained ability of a community to utilise available resources to respond to, withstand and recover from adverse situations.
- A range of objectives have been set to include:
 - Food Poverty,
 - Let's Get Moving,
 - Social Enterprise,
 - Social Prescribing
 - Social Value
 - Leadership Development, and
 - Area-based Projects (Holway, A Place for You and Flint)
- A lot of progress is being made across these areas as outlined within the briefing paper.
- Work is underway to establish an evaluation framework which will help judge in the longer term how effective we are in supporting communities to be resilient.

Cllr. Aaron Shotton highlighted the synergy between the Council Plan and the Public Services Board Community Resilience work.

Questions & Answers:

There were no questions raised for this Agenda item.

Actions:

Circulate a copy of the presentation slides to Town and Community Councils following the meeting.

[Sam Perry to action]

1D. Budget Strategy

A very brief update on the latest position around the national and local budget position was provided by Colin Everett.

Questions & Answers:

There were no questions raised for this Agenda item.

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Actions:

Circulate a copy of the Presentation slides to Town and Community Councils following the meeting.

[Sam Perry to action]

Circulate a link to the 'FAQ's' on the website to Town and Community Council's following the meeting.

[Sam Perry to action]

Inform Sam Perry if you feel that there are any FAQ's not covered and we can add these to the list available.

[Town and Community Councils to action]

1E. Streetscene Service Requests: Area Co-ordinators Role

Information sheets containing the contact details for the Area Co-ordinators and a list of Streetscene services available via the '01352 701234' telephone number was circulated in advance of the meeting. In the absence of Stephen O Jones, Barry Wilkinson explained the process for raising service requests, the role of the Area Co-ordinators and the process for escalating outstanding issues. Key points included:

- Co-ordinators provide an area based service and are the first point of contact for streetscene issues.
- Area Co-ordinators attend Town and Community Council meetings as per agreement with the individual Councils.
- Area Co-ordinators will support local events where possible e.g. they can provide equipment and align services to support where needed etc.
- Complaints and requests for services should be logged via the Streetscene Contact Centre on the above number, calls will be logged and then passed onto the relevant Co-ordinators providing a clear audit trail should anything need escalating.
- Barry Wilkinson is the person to contact if an issue needs escalating further.

Questions & Answers:

There were no questions raised for this Agenda item however, Gareth Evans from Higher Kinnerton Community Council, explained that they have outstanding issues despite following the process. One example he gave was in relation to School parking - issue was raised one month ago and they have not yet received a response/feedback. Barry Wilkinson apologised on behalf of the Council and offered to look into the issue further and respond accordingly.

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Actions:

Gareth Evans, Higher Kinnerton Community Council to provide information around the outstanding issues in relation to School parking to Barry Wilkinson to investigate.

[Higher Kinnerton Community Council to action]

1F. Third Sector Support Using Dewis Cymru

In the absence of Kate Howard, Ann Woods, Flintshire Local Voluntary Council presented this item. Key points included:

- Kate Howard is the SPOA (Single Point of Access) Co-ordinator based in the First Contact Team and provides support for Dewis.
- Dewis Cymru is a web based piece of software and it is the national portal for well-being information in Wales - www.dewis.wales / www.dewis.cymru
- Dewis is free to access and gives people choice and control over their own well-being.
- Information is accessible 24/7 and resources are checked every six months to ensure information is kept up to date.
- Information contained within Dewis Cymru is not county specific and you can find support across the border if needed.
- Under the Social Services and Well-being (Wales) Act 2014 Dewis helps public sector organisations to fulfil their duties – to make information accessible.
- Town and Community Councils were asked if they were aware of any groups operating in the area that are not currently on Dewis and were asked to add the relevant information.
- It is fairly simple to upload information onto Dewis and anyone can do this however, FLVC can support people to do this if needed/required.
- Any queries to be directed to FLVC on 01352 744000.

Questions & Answers:

There were no questions raised for this Agenda item.

Actions:

Circulate a copy of the presentation slides to Town and Community Councils following the meeting.

[Sam Perry to action]

Scan a copy of the Dewis Flyer and circulate to Town and Community Councils following the meeting.

[Sam Perry to action]

Promote Dewis Cymru within your own communities and websites.

[Town and Community Councils to action]

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1G. Local Toilet Strategy

An update around the Local Toilet Strategy was provided by Barry Wilkinson. Key points included:

- The Local Toilet Strategy came about as a result of the Public Health (Wales) Act 2017 - Part 8 of the Act includes Provision of Toilets and introduces new responsibilities for Local Authorities to provide local toilet strategies.
- The duty to prepare a local toilets strategy does not require councils to provide and maintain public toilets directly, nor are they required provide additional dedicated facilities.
- Local Authorities need to take a strategic view on how facilities can be provided and accessed, taking account location, accessibility, facilities, frequency of use and quality of existing sites, as well as determining whether additional or fewer sites are required by their local population.
- Local Authorities have until the end of May 2019 to have a Strategy in place.
- Flintshire County Council have had a Strategy since 2012 and this was reasonably aligned to the new guidance.
- Flintshire's draft Local Toilet Strategy is currently out for consultation (12 weeks). The closing date for consultation is Friday 26th April 2019.
- Town and community Councils were asked to review the Strategy and provide their comments via the following webpages:
 - English page – www.flintshire.gov.uk/DraftToiletStrategy
 - Welsh page – www.siryffflint.gov.uk/DrafftStrategaethToiledau

Questions & Answers:

There were no questions raised for this Agenda item.

Actions:

Send Town and Community Council's the links (English and Welsh) to the consultation page on the Council's website.

[Sam Perry to action]

Review the draft strategy and provide any feedback/comments.

[Town and Community Councils to action]

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PART TWO

TOWN & COMMUNITY COUNCIL ITEMS

2A. Road Safety – Saltney Town Council

This item was removed from the Agenda for this meeting as per request from Saltney Town Council. Item is being progressed outside of the County Forum.

No further items were submitted by Town and Community Councils.

PART THREE

FUTURE MEETINGS

Future County Forum meetings have been arranged as follows:

Date: Tuesday 25th June 2019

Time: 6.30pm – 8.30pm

Date: Monday 7th October 2019

Time: 6.30pm – 8.30pm

Proposed Work Plan - June 2019:

- **Community Endowment Foundation Presentation** – Richard Williams
- **Financial Management and Governance: Town and Community Councils 2017-18** – Wales Audit Office
- **Internal Audit Arrangements: Town and Community Councils** – Wales Audit Office
- **Presentation: Welsh Government Statutory Pre Consultation Process for Major Development** – Mandy Lewis, Flintshire County Council

Actions:

Forward any interest to 'Host/Chair' a future County Forum meeting to Sam Perry / Joanne Pierce in advance of the meeting.

[Town and Community Councils to action]

Forward any agenda items to Sam Perry / Joanne Pierce in advance of each meeting.

[Town and Community Councils to action]